

STEPS FOR OBTAINING A BUILDING PERMIT

1. Get health department to lay out septic tank system and bring signed layout with you to get permit.
2. If you are in Rutherfordton, Chimney Rock, Lake Lure, or Spindale city limits, go to that city's town hall and get zoning permit for your project; bring to permit office.
3. Go to tax assessor's office and get a pre-permit authorization form; bring this with you to permit office.

Make Application With Power Company. *Be sure name you give the power company is the same as the owner name given at the permit office.

Must Provide The Following General Information at permit office:

1. Owner's name
2. Licensed General Contractor
3. Licensed Electrical Contractor
4. Licensed Plumbing Contractor
5. Licensed Mechanical Contractor
6. Licensed Insulation Contractor
7. Location and directions to site, including state road name
8. Type or occupancy
9. Principal type framing
10. Total Square Feet (including any porches, decks, garages, basements, etc.)
11. Number stories, bedrooms, and bathrooms
12. Proposed use (house, shed, carport, additions, etc.)

Must provide a set of plans, to include the following:

1. Need detailed footer size
2. Need foundation design or pier design with size of blocks
3. Need floor construction-type, size, spacing and girder size
4. Need wall construction-type, size, spacing
5. Need type of construction on walls—(inside and outside)
6. Need type separation from garage to house if applicable
7. Need ceiling joist and rafters-type, size, spacing
8. Need type roof sheathing and roof shingles
9. Need to know the amount of vents in attic and type
10. Need to know the amount of vents in crawl space and type
11. Need floor plan to show size of house, location of outside doors, size and type of windows (if garage attached to house, will need type of door between house and garage)
12. Need plat plan showing distance from building to property lines
13. Need soil sedimentation of over one (1) acre disturbed in lot and road area combined

Must Sign Affidavit Of Workers' Compensation Coverage

STEPS FOR OBTAINING A MOBILE HOME PERMIT

1. Get health department to lay out septic tank system and bring signed layout with you to get permit.
2. If you are in Rutherfordton, Chimney Rock, Lake Lure, or Spindale city limits, go to that city's town hall and get zoning permit for your project; bring to permit office.
3. Go to tax assessor's office and get a pre-permit authorization form; bring this with you to permit office.

Make Application With Power Company. *Be sure name you give the power company is the same as the owner name given at the permit office.

Owner _____ Home Phone _____

Mobile Home Park ☐

Private Lot ☐

Type of Water Supply

Private Well ☐ Public Water Supply ☐ Name of Supplier _____

Public Sewer ☐

Septic Tank ☐

Central A/C ☐ Yes ☐ No

Set-up Contractor _____

Electrical Contractor _____

Plumbing Contractor _____

Mechanical Contractor _____

If exterior door opens out over steps a 3 foot by 3 foot landing is required, if over 30 inches high, rails are required on landing and stairs in accordance with North Carolina State Building Code.

Final Inspection

Set up must be complete, with soil test information sheet complete. Electrical, water and sewer hooked up, stairs and landing (if required) installed. Address number posted.

Arrangements must be made for inspector to go inside home when final inspection is scheduled.